



Policy: 3055
Procedure: 3055.01
Chapter: Immunizations
Rule: Immunizations

Effective: 12/11/06
Replaces: 3300.05
Dated: 03/15/96

Purpose:

Arizona Department of Juvenile Corrections (ADJC) Health Services Division ensures proper immunization of all juveniles in secure facilities.

Rules:

1. Upon commitment to a secure facility or as needed the **QUALIFIED HEALTH CARE PROFESSIONAL (QHCP)** shall ensure each juvenile receives immunizations in accordance with the Department of Health and Human Services (DHHS) Centers for Disease Control (CDC) and Prevention's [Recommended Childhood and Adolescent Immunization Schedules](#).
2. During the intake process, the **QHCP** shall review each juvenile's immunization record.
 - a. If the records are in the education packet, the **PRINCIPAL OR DESIGNEE** shall ensure that the immunization records or copies are forwarded immediately to the Health Unit; and
 - b. If the records are not available, the **QHCP** shall give the juvenile the appropriate immunizations in accordance with community-based standards to include pre-education and [Vaccine Information Sheet](#) (VIS).
3. In the administration of the immunizations, the **QHCP** shall:
 - a. Administer the appropriate screening questionnaire.
 - i. If there is any positive substantiated finding on the Form 3055.01A Vaccination Questionnaire, the **QHCP** shall hold the vaccine and refer the juvenile to the provider.
 - b. Place the questionnaire in the juvenile's medical record;
 - c. Provide a VIS developed by CDC in the appropriate language to the juvenile for review, answer any questions concerning the vaccine(s), and provide further education, if indicated, before administering the vaccine;
 - d. Document immunizations in the juvenile's medical records including the following information:
 - i. Name of vaccine and its manufacturer;
 - ii. Lot number;
 - iii. Dosage;
 - iv. Site of administration; and
 - v. Name of VIS and its publication date.
 - e. Document the administration of the vaccine on the [Vaccines for Children Immunization Log](#); and
 - f. Forward the log to the Correctional Register Nurse Supervisor (CRNS II) or designated Health Care Employee.
4. The **CRNS OR DESIGNATED HEALTH CARE EMPLOYEE** shall enter the data from the log into the [Arizona State Immunization Information System](#) (ASIIS) weekly at a minimum.
5. For any juvenile experiencing adverse effects following immunization:
 - a. The **QHCP** shall evaluate the juvenile;
 - b. The **QHCP** shall inform the provider or provider on call, if appropriate;
 - c. The **PROVIDER** shall notify the Medical Director concerning all clinically significant adverse effects; and
 - d. The **MEDICAL DIRECTOR** shall report the occurrence to the [Vaccine Adverse Event Reporting System](#) (VAERS) 800-822-7967.

Effective Date:	Approved by Process Owner:	Review Date:	Reviewed By:
12/11/06	April Randle, M.D.		